

***IOWA DISTRICT COURT, FIFTH JUDICIAL DISTRICT***

**IN RE TEMPORARY CLOSURE OF THE  
POLK COUNTY SMALL CLAIMS  
COURT AND CLERK OF COURT  
OFFICES – RIVERPOINT LOCATION**

**ADMINISTRATIVE ORDER 2016-13**

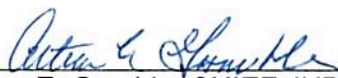
Now on this 13 day of May, 2016, the Court finds it necessary to close the Polk County Small Claims Court and Clerk of Court Office, 500 SW 7<sup>th</sup> Street, Des Moines, Iowa, on Friday, June 10, 2016 for the Courts to move to the new Polk County Justice Center at 222 Fifth Avenue, Des Moines, IA.

THEREFORE, IT IS HEREBY ORDERED:

The Polk County Small Claims Court and Clerk of Court Office shall close at 4:30 PM on Thursday, June 9, 2016 at the 500 SW 7<sup>th</sup> Street location and reopen for business on Monday, June 13, 2016 at the new location of 222 Fifth Avenue.

Public notice of this order shall be provided by posting a copy of this order at the door of the Polk County Small Claims Office. A copy of this order shall also be posted on the Judicial Branch Website.

So ordered this 13 day of May, 2016.

  
Arthur E. Gamble, CHIEF JUDGE  
Fifth Judicial District of Iowa

Copies to: Polk County Clerk of Court  
Kristy Rasmussen, Small Claims Supervisor  
All Polk County Judges  
Polk County Magistrates  
Hon. David Wiggins, Liaison Justice  
John Rowen, Polk County General Services

FILED  
POLK COUNTY, IA.  
16 MAY 13 AM 9:46  
FIFTH JUDICIAL DISTRICT COURT